25X1A Approved For Release 2001/08/07: CIA-RDP78-07181R000200030038-3 DATE PREP: 18 Sep 70 HRS-FORM 2 PREPARED BY: HUMAN RESOURCES SYSTEMS TASK SCHEDULE & ESTIMATE DATE SUBMITTED FOR REVIEW: Page 1 of 5 DATE REVIEWED BY: REVIEW: SYSTEM: STAFFING PROJECT: STAFFING MAN DAYS TYPE COMPLETE START TASK Phase : DESIGN TORESPONSI-ASSIGNED COMPLETE PERSONNE BILITY SCHED. ACT. SCHED. ACT. SA ESTM ACT DEFINITION TASK 18 Sept. 18 Sept. 4.0 Design Phase Х 1. Research documentation and estimate 25X1A necessary man-hours to complete Steps 4.0, 4.1, 4.3 and 4.4 of the STAFFING project. 2. Prepare Form 930 - Computer Services Request) and also Task Schedule and Estimate Forms HRS 1 & 2.

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DATE PREP:18 Sep 70 PREPARED BY: HRS-FORM 2 HUMAN RESOURCES SYSTEMS TASK SCHEDULE & ESTIMATE DATE SUBMITTED FOR REVIEW: Page 3 of 5 DATE REVIEWED BY: REVIEW: SYSTEM: STAFFING PROJECT: STAFFING MAN DAYS TYPE COMPLETE START TASK DESIGN TО Phase RESPONSI-**ASSIGNED** COMPLETE PERSONNE BILITY ACT. SCHED. ACT. SA SCHED. ESTM ACT TASK DEFINITION 27 Nov 70 Х 16 Oct 70 4.3 Design Reports Prepare basic specifications and layout for 34 different reports associated with the 25X1A STAFFING project. The following indicates time periods for the various categories of reports: 19 reports to be modified @ 4 hrs each 9 1/2 (report layout sheet) 2 reports to be continued as is @ 4hrs each (report layout sheet) Position Control Register 20 (analysis, forms, & report layout sheet) Organization Code List (form & report layout sheet) T/O Change Edit Report (form & report layout sheet) T/O Change Edit Error Report (form & report layout sheet) Approved For Release 2001/08/07 :: CIA-RDP78-07181R000200030038-3

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Approved For Release 2001/08 07 CIA-RDP78-07181R000200030038-3 25X1A PREPARED BY: PREP: 18 Sep 70 HUMAN RESOURCES SYSTEMS HRS-FORM 2 TASK SCHEDULE & ESTIMATE DATE SUBMITTED FOR REVIEW: DATE Page 5 of 5 REVIEWED BY: REVIEW: SYSTEM: STAFFING PROJECT: STAFFING MAN DAYS TYPE START COMPLETE : DESIGN TASK Phase TO RESPONSI-ASSIGNED COMPLETE BILITY PERSONNE SAP SCHED. ACT. SCHED. ACT. TASK ESTM 1 DEFINITION ACT Х 4.4 Design Forms 10 30 Nov 70 14 Dec 70 Design a new multi-purpose form to serve as input to the system and also to convey 25X1A staffing changes to the customers. Note: Allowance has been made for leave and unforeseen contingincies when estimating the starting and completion dates.

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